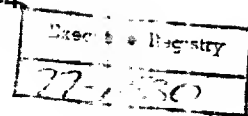


THE WHITE HOUSE
WASHINGTON



June 1, 1977

MEMORANDUM FOR

THE SECRETARY OF STATE
THE SECRETARY OF THE TREASURY
THE SECRETARY OF DEFENSE
THE ATTORNEY GENERAL
THE SECRETARY OF THE INTERIOR
THE SECRETARY OF AGRICULTURE
THE SECRETARY OF COMMERCE
THE SECRETARY OF LABOR
THE SECRETARY OF HEALTH, EDUCATION, AND WELFARE
THE SECRETARY OF HOUSING AND URBAN DEVELOPMENT
THE SECRETARY OF TRANSPORTATION
THE SECRETARY OF THE ARMY
THE DIRECTOR OF CENTRAL INTELLIGENCE
THE ADMINISTRATOR OF VETERANS' AFFAIRS
THE ADMINISTRATOR OF NATIONAL AERONAUTICS
AND SPACE ADMINISTRATION
THE ADMINISTRATOR OF ENVIRONMENTAL PROTECTION
AGENCY
THE HONORABLE JAMES R. SCHLESINGER
- ASSISTANT TO THE PRESIDENT

SUBJECT: Spring Planning Reviews

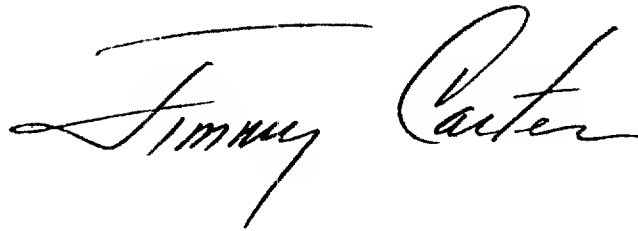
The primary purpose of the Spring Planning Reviews is to provide an opportunity for me to discuss with you personally the major issues surrounding the development of the budget for fiscal year 1979. Prior to your scheduled session, Office of Management and Budget staff will advise you of the specific issues to be discussed relative to your agency. The actual Spring Planning Review binders, around which the discussions will be based, will be delivered to you a few days before the session.

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In addition to a discussion of the major issues, however, I would also like for you to spend a few minutes describing your own experience in the zero-base budgeting efforts in your agency. In particular, I would like to know the status of:

- identification of objectives,
- determination of decision units,
- involvement of key policy officials in the process, and
- use of decision packages and ranking process as essential elements of your 1979 budget decision-making process.

I look forward to this opportunity to discuss with you the priorities and direction to be established for your agency in the upcoming budget.

A handwritten signature in cursive script that reads "Jimmy Carter". The signature is written in dark ink and is centered on the page.

JUN 3 9 58 AM '77

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EXECUTIVE SECRETARIAT

Routing Slip

TO:		ACTION	INFO	DATE	INITIAL
1	DCI		✓		
2	DDCI		✓		
3	D/DCI/IC	✓			
4	DDS&T				
5	DDI				
6	DDA				
7	DDO				
8	D/DCI/NI				
9	GC				
10	LC				
11	IG				
12	Compt	✓			
13	D/Pers				
14	D/S				
15	DTR				
16	A/DCI/PA				
17	AO/DCI				
18	C/IPS				
19	DCI/SS				
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SUSPENSE _____
 Date _____

Remarks:

Executive Secretary
 2 JUNE
 Date

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EXECUTIVE SECRETARY FILE

White House

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